

## CHAPTER 18

### YOUTHBUILD PROGRAM

- 18-1 **PURPOSE.** This Chapter provides guidance for monitoring Youthbuild grants. The Youthbuild Program was first authorized by Congress as the "Hope for Youth," Program on October 28, 1992, under the Housing and Community Development Act of 1992. It is designed for the purpose of assisting at-risk youth between the ages of 16-24 to learn housing construction job skills and to complete their high school education. Program beneficiaries enhance their skills as they construct and/or rehabilitate affordable housing for low- and very low-income families and homeless persons.

Grant funds are awarded annually on a competitive basis to public and private non-profit organizations, including community-based organizations, community action agencies, state or local housing agencies, community development corporations, and any other entity including States, and units of general local government eligible to provide education and employment training. (Note: For purposes of this Chapter, the term "grant recipient" means the public or private organization awarded the funds by HUD. "Program participants" or "beneficiaries" means the youth receiving the services.)

Youthbuild funds can be used to pay for educational and job training services, leadership training, counseling and other support activities, as well as on-site training in housing rehabilitation or construction work. Youthbuild grant recipients are given 30 months to complete the activities proposed in the grant application.

- 18-2 **PRE-MONITORING PREPARATION.** Successful monitoring of Youthbuild grants requires an in-depth knowledge of the program as well as the grant recipient being monitored. Selection of grant recipients to be monitored takes place within CPD's risk analysis framework (as discussed in Chapter 2 of this Handbook). This Chapter contains six Exhibits for conducting Youthbuild monitoring. Whether monitoring on-site or assembling materials for a remote monitoring, reviewers will need specific items to successfully monitor Youthbuild grants:

- the appropriate year's/years' Notice of Funding Availability (NOFA);
- the authorizing statute, the National Affordable Housing Act, Title IV, Subtitle D, 42 U.S.C. 8011, as amended; Housing and Community Act of 1992, Section 164, Public Law 102-550 (06 STAT. 3723, 42 U.S.C. 12899);
- the governing regulations at 24 CFR Part 585;
- approved grant application, executed agreement, and any amendments;
- OMB Circular A-21, "Cost Principles for Educational Institutions;"

- 24 CFR Part 84, “Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations;”
- 24 CFR Part 85, “Administrative Requirements for Grants and Cooperative Agreements to State, Local, and Federally Recognized Indian Tribal Governments;”
- OMB Circular A-87, “Cost Principles for State, Local, and Indian Tribal Governments;”
- OMB Circular A-122, “Cost Principles for Non-Profit Organizations;” and
- OMB Circular A-133 “Audits of States, Local Governments, and Non-Profit Organizations.”

18-3 FILE SELECTION AND SAMPLING. As described in Chapter 2, the risk analysis process will be used to determine the Youthbuild grant recipients and areas to be reviewed. Once that process has been completed, where it is indicated that a file review is necessary to answer Exhibit questions, the HUD reviewer should consider the following factors when determining the specific files that will comprise the review sample:

- A. Where feasible, initial file selection should be made using a random selection method.
- B. The reviewer would consider adding more files to this selection in order to:
  - i. Include a file or files from each staff person working in the respective program area being monitored;
  - ii. Expand the sample, if possible, to include additional files with the same characteristics, if indicated by the severity or nature of any problems(s) noted during the initial selection’s review (for example, same problem category, same staff person, same activities or other characteristics);
  - iii. This expanded sampling aids in determining whether problems are isolated events or represent a systemic problem.
- C. The reviewer may also add files to the selection from any project that the HUD reviewer has reason to believe may have compliance problems or that is substantially different in terms of size, complexity, or other factors from other projects the Youthbuild entity has undertaken.